

**SW Construction Section Board of Directors Meeting**

**Minutes**

August 15, 2019

Location – Conference call

Number of Total Attendees – 5

***Call to order:*** Mitchell Smith initiated the meeting at 4:30pm.

***Business:***

Topics of discussion.

1. Creating a guest speaker resource list.
2. Looking for alternate location for future meetings. Crosby office? Check on status?
3. Tentative 2019 meeting dates & start time.
* Thursday September 19th.
* Thursday December 12th.

Motion passed on confirming dates and start time. Meeting start times 11:30am.

1. Filling vacant spots on SW ASSP board. \*\*\*\*See below\*\*\*\*
2. Create ASSP calendar, add meeting dates and post on chapter website.
3. Sean to post on LinkedIn about group involvement – tagging all ASSP board team.
4. Conference call meetings – 2nd and 4th Thursday of each month at 4:30PM – Sean to send meeting maker.

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 Executive Director – Mitchell Smith

 Associate Director – Raul Ruiz

 Secretary – Jimmy Schreiber

 Treasurer – Orlando Pina

 Assistant Director of Education - \*\*\*\*VACANT\*\*\*\*

 Assistant Director of Communications – Sean Blakemore

 Assistant Director of Construction Industry Relations – Scott Sears

 Assistant Director of Section Membership – \*\*\*\*VACANT\*\*\*\*

 ***Meeting adjourned:*** Mitchell Smith adjourned the meeting at 5:10pm.

 Respectfully Submitted,

Jimmy Schreiber,

Secretary